

**Year 3: (2023 – 2024 School Year, Wage Re-Opener)**

Salary Schedule and Step Movement:

- One new salary schedule shall be incorporated as the “2023-2024 Paraprofessional Salary Schedule” and shall be the new table moving forward. Those bargaining unit members on the “Paraprofessionals Hired after 8/3/2015” and “Paraprofessionals Hired before 8/3/2015” will move as indicated on the “Step Placement” column in the “2023-2024 Paraprofessional Salary Schedule.
- Paraprofessionals who did not receive an increase as a result of placement on the “2023-2024 Paraprofessional Salary Schedule” shall receive a 1 step increase.
- Teacher Assistants shall receive a 1 step increase on the modified salary schedule below.

**2023-2024 Teacher Assistant Salary Schedule**

<b><u>Step</u></b>	<b><u>Rate</u></b>
Step 1	\$14.13
Step 2	\$14.93
Step 3	\$15.68
Step 4	\$16.47
Step 5	\$16.93
Step 6	\$17.58

**2023-2024 Paraprofessional Salary Schedule:**

<b><u>Step</u></b>	<b><u>Rate</u></b>	<b><u>Step Placement</u></b>
Step 1	\$17.35	Paraprofessionals Hired after 8/3/2015 and who were on old Steps 1 and 2 will move to this step.
Step 2	\$18.15	Paraprofessionals Hired after 8/3/2015 and who were on old Steps 3 will move to this step.
Step 3	\$19.00	Paraprofessionals Hired after 8/3/2015 and who were on old Step 4 will move to this step.
Step 4	\$19.95	Paraprofessionals Hired after 8/3/2015 and who were on old Step 5 will move to this step.
Step 5	\$21.20	
Step 6	\$22.25	<i>All paras hired before 8/3/2015 would move to this step</i>

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**Educational Advancement Incentive**

For the 2023-24 school year, the District will provide an additional (.30) per hour to those bargaining unit members who have an Associate’s degree; (.50) per hour for those bargaining unit members with a Bachelor’s degree; and (.70) per hour for those bargaining unit members with a Masters or higher.

In order to qualify for those increased rates, the individual must complete the Salary Adjustment Form in writing and provide official transcripts from their college or university to the Chief of Human Resources. Within two (2) pay periods of receiving the request and transcripts, the Talent Management Division will provide a response to the inquiry. If approved, the increase will become effective at the start of the next full payroll from the period in which all documentation is provided. The individual will receive the increase within the second full cycle paycheck following the written approval from the Talent Management Division.

**Ratification Bonus:**

A payment of seven hundred and fifty dollars (\$750) shall be paid to all bargaining unit members who are on payroll as of the date of distribution and were also employed as of the date of ratification of the agreement.

**Diabetic Monitor Pay:**

Article XXX, B, shall be increased from \$16.49 to \$20.00 per hour.

**Temporary Classroom Coverage Memorandum of Understanding:**

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
SOUTHFIELD PUBLIC SCHOOL DISTRICT  
("DISTRICT")  
AND  
MICHIGAN EDUCATIONAL SUPPORT PERSONNEL ASSOCIATION  
("ASSOCIATION" or "MESPA")  
TEMPORARY CLASSROOM COVERAGE  
(July 1, 2023 – June 30, 2024)**

The Association and the District are parties to a Collective Bargaining Agreement (“CBA”). The parties agree to the following Memorandum of Understanding related to temporary classroom coverage from July 1, 2023, through June 30, 2024.

1. **Temporary teacher classroom coverage (“classroom coverage”).** The Parties agree to the following:

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- A. Due to the impact of COVID-19, association members may have been and potentially will be directed by her/his Principal to provide temporary face-to-face teacher classroom coverage in the physical building in instances when classroom coverage was not covered by a day-to-day substitute or Principal.
- B. Coverage is defined as a full day teacher absence, long-term teacher absence (i.e., FMLA), or teacher vacancy that does not have substitute coverage and the Association member is assigned to work either by the Principal or the Interim Chief Academic Officer (“CAO”) for the entire day.
- C. Association members that provide temporary coverage shall be compensated at the rate of Forty (\$40) Dollars per day in addition to their regular hourly compensation. After five consecutive days of coverage, the rate will increase to Fifty (\$50.00) Dollars per day. This new rate will be retroactive to the first day of the coverage. If there is a break in coverage (absence by paraprofessional), the rate will return to Forty-Five (\$40.00) Dollars per day for the duration of the teacher’s absence.
- D. Association members will receive for the amount specified above for temporary coverage if: (1) the Building Principal has approved the temporary coverage; or (2) the CAO has approved the temporary coverage. Approval must be in writing from the Principal or the CAO or their designee(s). Association members who do not receive approval from either the Building Principal or the CAO will not be eligible for this additional compensation for temporary coverage.
- E. Association members will receive the temporary coverage payment on their bi-weekly check if approved and the documentation from the paraprofessional is received two weeks before their scheduled pay period.
- F. Only one association member is entitled to temporary classroom coverage per classroom per day unless there are two paraprofessionals in the classroom. For a classroom without teacher coverage, the total amount paid by the District will be either Forty (\$40.00) Dollars or Fifty (\$50.00) Dollars (based on the duration of the absences). Where there is more than one paraprofessional in a classroom that requires temporary classroom coverage, the compensation will be divided equally between the two paraprofessionals. (For example, Teacher A is absent for two days and there are two paraprofessionals covering the class. The total amount for classroom coverage paid by the District is Eighty (\$80.00) Dollars (\$40.00 per day x 2 days = \$80.00). The total amount [Eighty (\$80.00) Dollars] divided by two paraprofessionals = [Forty (\$40.00) Dollars per paraprofessional. The division of compensation will not occur on days that one paraprofessional is absent. (For example, Teacher A is absent for four days and there are two paraprofessionals covering the class. The total amount for classroom coverage paid by the District is One Hundred and Sixty (\$160.00) Dollars (\$40.00 per day x 4 days = \$160). Paraprofessional A is absent two days during the teacher’s absence. Paraprofessional A will receive Forty (\$40.00) Dollars. Paraprofessional B will receive One Hundred Twenty Dollars (\$120.00). The paraprofessional and the

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building administration must indicate if there was an additional paraprofessional in the classroom.

G. **Permits.** For those paraprofessionals who have met the requirements [Sixty (60) college credit hours] to work in the capacity of a substitute, the District will pay the fee for the Daily Substitute Permit or the Full Year Basic Substitute Permit for the paraprofessionals.

H. **Long Term Classroom Coverage.** Effective October 11, 2021, for those paraprofessionals who have met the requirements [Sixty (60) college credit hours] to work in the capacity of the long-term substitute assignment/classroom and agrees to work in this capacity, and the classroom assignment is more than 30 calendar days, the District will pay an additional one hundred thirty-five (\$135.00) Dollars per day. The long-term assignment consists of one classroom. For the assignment of long-term classroom coverage, the paraprofessional will receive a mentor teacher, be evaluated in the assignment for the purposes of the permit, take attendance, issue grades, and day-to-day functions as assigned that a teacher of record would perform. Once the paraprofessional agrees to accept the position, they will remain in the position until the position is filled by a qualified teacher. If the position is not filled by a qualified teacher at the end of the semester, two weeks before the end of the semester, the paraprofessional may request to return to a paraprofessional position within the bargaining unit.

2. **Modifications.** No provisions of this Agreement may be modified, waived, or discharged unless such waiver, modification, or discharge is agreed to in writing signed by the parties below or a designee of the parties.

3. **No Precedent.** The parties agree that this Memorandum of Understanding is to have no precedential value and that none of the actions taken by the parties are meant to establish a practice or right to be utilized in any grievances, claims or litigation proceedings between the parties to this agreement. Such actions are non-precedential and in no way alter the terms of the parties' collective bargaining agreement.

4. **Entire Agreement.** This Agreement constitutes the entire Agreement and understanding of the parties. There are no additional promises, assurances, or terms of the Agreement among the parties other than those written herein for this matter.

**Southfield Public School District**

**MESPA**

By: George Pitchford  
George K. Pitchford

By: Tonja Shellman  
Tonja Shellman

Its: Acting General Counsel

Its: President

Date: 9/15/2023

Date: 9/15/2023